

## 2-D Barcode General Information

General Information	
1	Each barcode field should have a carriage return, even if no information is contained in the field. If there is no information, leave the field blank, do not enter zero's.
2	All alpha characters should be in capital letters (A-Z).
3	Numeric fields are not zero filled.
4	Refer to the "Acceptable Values" column for clarification of acceptable field values.
5	Negative amounts, where allowed, will have a leading minus sign.
6	Check boxes indicate 1 (box is checked) or 3 (box is not checked).
7	Only whole dollar amounts should be entered except in fields indicated at bottom of returns where cents are allowed.
8	Fields which can not be negative are noted in "Acceptable Values" column.
9	The intended use of the description column is to cross reference the barcode field number, the form line number and the form line wording. The description may not be exact due to limitations of space. Please refer to the tax form for exact line wording.
10	<p><b>Header Information:</b> There is information generic to all barcodes that should be placed first in the barcode data stream. The first six fields in the barcode comprise the official header. The fields in the official header are variable in length and therefore can contain as much or as little data as necessary. This information must be consistent among all barcodes and is defined below.</p> <p>(Note: The symbol &lt;CR&gt; is used to represent a single carriage return character.)</p> <p><b>Header Version Number:</b> The current FTA standard version number for this value is static for all barcodes and is currently T1.</p> <p><b>Developer Code:</b> A four digit code used to identify the Software Developer whose application produced the barcode. Software Developer codes are assigned through the NACTP.</p> <p><b>Jurisdiction:</b> An alphanumeric identifier indicating the taxing jurisdiction. All Wisconsin forms will have the Jurisdiction WI.</p> <p><b>Form Type:</b> The Wisconsin Form Type identifier, each Form Type will be different and has specific acceptable values.</p> <p><b>Current Year:</b> The filing year for the tax form. This will consist of the last 2 digits of the filing year. (05 for 2005)</p> <p><b>Software Version:</b> The vendor defined version number reflects the software version and revision numbers. This will consist of 2 numerical digits starting with 00 and when revised will then change to 01 etc.</p>
	<p><b>Example:</b></p> <p>Header Version Number: "T1"</p> <p>Developer Code: "9999"</p> <p>Jurisdiction: "WI"</p> <p>Form Type: "WIZ"</p> <p>Current Year: "05"</p> <p>Software Version: "00"</p>
	<p><b>Raw Header:</b></p> <p>T1&lt;CR&gt;9999&lt;CR&gt;WI&lt;CR&gt;WIZ&lt;CR&gt;05&lt;CR&gt;00</p>
11	End of Data: *EOD* must be printed in the last field of each barcode
12	Do not use special characters in any fields. The dash ( - ) is the only special character allowed for negative amounts.
13	The 2D barcode only contains the information that is part of the computer generated form. If a preparer or taxpayer adds or changes a field after the form has been printed, this added or changed data will not be included in the 2D barcode. The form should be re-printed with the changes computer generated into the 2D barcode before it is submitted.
14	Titles such as JR, SR, I, II, III should be printed in the Last name field, after the last name. No period after the title. (Example: Smith Jr or Halverson III).
15	Commas are not to be used in any fields, alpha or numeric.
16	No spaces are allowed in last names. (Example: MC DONALD, enter as MCDONALD). The only space allowed is between last name and title as described in number 14 above. No apostrophe's are allowed. (Example: O'Connor, enter as OCONNOR).
17	No hyphens in last names such as a female's name SMITH-JONES, enter as SMITHJONES.
18	No extra spaces should be in data. Example: 100 E MAIN ST APT 500 B, should be entered as 100 E MAIN ST APT 500B
19	No period is to be used after the middle initial. The middle initial should appear in the first name field with a space between the first name and middle initial. (Example: LINDA J)
20	First name fields only allow 1 space between first or middle names. Example: MARY JO DIANE, enter as MARYJO D or MARY JO
21	Social Security numbers must not have dashes.
24	There should only be one 2d bar code on a form. If Schedule H or HEZ is filed with a tax form, the data from the Schedule should be included in the 2d bar code on the first page of the tax form, there should not be a 2d bar code on the Schedule H or H-EZ unless the Schedule H or H-EZ are filed alone. Be sure to use the correct 2-D barcode file layout. Example: Form 1 w/Schedule H, Form 1 w/Schedule H-EZ, 1A w/Schedule H, or 1A w/Schedule H-EZ.
25	Please make a notation in your software package to make sure the ink on the printer is dark and not faded when printing the tax form.
26	Wisconsin encourages you to default the 2-D barcode to "ON" when your software is released. It is highly preferred that we receive returns with a 2-D barcode. Please make every effort to print a 2-D barcode on all your returns.